

### Dry Fire Hydrant General Permit

A General Permit is available for a dry fire hydrant under NR 329, Wis. Adm. Code. To qualify for this general permit, your project must meet the following conditions:

1. The dry fire hydrant may be placed and maintained only by a riparian, or by a municipality with the permission of the riparian.
2. The dry fire hydrant shall be placed entirely within the riparian's zone of interest.
3. The dry fire hydrant may not be placed in a wetland or in a manner that adversely impedes surface or subsurface flow into or out of any wetland.
4. The dry fire hydrant shall have a perforated inlet screen with cap on the inlet end.
5. The dry fire hydrant shall be installed with the riser landward of the ordinary high water mark.
6. The dry fire hydrant shall be installed so that the inlet pipe is at least 3 feet below the surface water level during normal low water level conditions.
7. The dry fire hydrant may not result in the permanent or temporary deposition of fill in any floodplain or wetland.
8. The dry fire hydrant may not result in the waterward extension of the upland.
9. Any grading, excavation and land disturbance shall be confined to the minimum area necessary for the construction and may not exceed 10,000 square feet.
10. Erosion control measures shall meet or exceed the standards in the most current version of the Wisconsin Construction Site Best Management Practices Handbook.  
*Note: Information on how to obtain this publication can be found by contacting the department or found on the department's website at [www.dnr.wi.gov](http://www.dnr.wi.gov), under the "Runoff Management" program.*
11. All equipment used for the project shall be designed and properly sized to minimize the amount of sediment that can escape into the water.
12. Any area where topsoil is exposed during construction shall be immediately seeded and mulched or riprapped to stabilize disturbed areas and prevent soil from being eroded and washed into the waterway.
13. When the project is completed and the disturbed areas are adequately stabilized, the silt fencing or similar erosion control measures shall be removed so that the erosion control measures are not a barrier to the movement of wildlife.
14. A deposit of sand, gravel or stone may be associated with the placement of a dry fire hydrant provided the deposit is limited to the area underneath the structure and is less than 2 cubic yards.
15. Dredging may be associated with the placement of a dry fire hydrant provided the dredging does not exceed one cubic yard.
16. You must submit a series of photographs after the project is completing showing the project area.

If your project will meet all the above requirements, follow the instructions on the following pages to submit a General Permit Application to the Department. We will respond within 30 days to notify you that your project is approved, or that additional information is required to complete your application. In some cases, you may be notified that your project requires an Individual Permit.

**For more information about Waterway Permitting in Wisconsin, see our website at:**

**<http://www.dnr.state.wi.us/org/water/fhp/waterway/index.shtml>**

## Application Requirements

All applications for a General Permit require a completed General Permit Application form #3500-108, with additional sheets as necessary. Follow the instructions below to complete the application form.

### Section I: Landowner Information

Provide the legal name of the person, firm, public organization or any other entity that owns the project site described in Section III of the application. The contact person should be the person completely familiar with the construction site activity and charged with compliance and oversight of the permit. The mailing address, phone number, and e-mail address if available, should be for the contact person.

### Section II: Contractor Information

If known at the time of application, provide the legal name of the person, firm, or any other entity that will be the major contractor in charge of the proposed project at the site described in Section III of this application. The contact person should be the project site manager completely familiar with the activity and charged with implementation of the permit. The mailing address, phone number and e-mail address if available, should be for the contact person.

### Section III: Site Information

Provide the site's official or legal name and complete address, including county, city, state and zip code. Provide the name of the waterway where the project is located. List the public lands survey location [quarter-quarter, quarter, section, township and range (to the nearest quarter section)] of the site. If the site is more than one quarter, enter the quarter that best describes the location of the site. The web site at the link below can help you with the public lands survey location: <http://maps.dnr.state.wi.us/imf/dnrimg.jsp?site=webview>. Use additional space if needed to describe the site location.

### Section IV: Additional Information

**Dates:** Enter the project's anticipated start and end dates.

**Photos:** Enter the date of photographs included with the application. Attach or enclose clear photographs of the project site. Include at least one front view and one side view that each depict the area where construction work will occur from the waterway, and one view of the entire site from the waterway. Too much snow cover or vegetation may obscure important details, so be sure that your photographs show the site in its existing condition. NOTE: You will also be required to submit photographs after your project is completed.

### Section V: Location Sketch, Materials List and Project Plans

*Refer to the sample diagram on page 4 for assistance*

**Location Sketch:** Provide a sketch or map that identifies the project site referenced to the nearest town road or county/state highway. Be sure the map has enough detail so that we can easily find the site. Include your fire number if applicable.

**Materials List:** Provide a list indicating the size, type, and quantity of materials that you plan to use for the project.

**Project Plans:** Provide scaled plans showing the top and cross-section views, on the blank plan sheet in the application and additional sheets of 8-½ x 11-inch or 11 x 17-inch paper as necessary. Also submit a narrative summary of all information. Include the following in your plans and narrative:

#### CROSS SECTION

- a. The natural ground profile at the site of dry fire hydrant.
- b. The normal low and high water levels at the site.
- c. The bank height and slope.
- d. The water depth above the inlet, and the total water depth waterward of the inlet.

#### ALL NECESSARY INFORMATION:

Submit all other information needed to show that the project will comply with the conditions identified on

page 1 of these Instructions.

**Section VII: Certification**

State regulations require this form to be signed as follows:

1. For a corporation, by a responsible corporate officer including president, secretary, treasurer, vice president, manager, or a duly authorized representative having overall responsibility for the operation covered by this permit;
2. For a unit of government, by a ranking elected official, or other duly authorized representative;
3. For a partnership, by a general partner; and for a sole proprietorship, by the proprietor;
4. For a limited liability company, by a manager.

After signature, print the name of the individual signing the application and date of signature. If the form was prepared by a consultant or someone other than an employee of the property owner, please provide the name and address where this person may be contacted.

**Submit your application**

A \$50 fee is required for each Dry Fire Hydrant General Permit. Remit a check or money order payable to the Wisconsin Department of Natural Resources (do not send cash). An application submitted without the required application fee will be considered incomplete.

**Submit three (3) copies of the completed application, narrative and plans.** Send the complete application and fee to the DNR office listed below:

**NORTHERN REGION COUNTIES**

Ashland	Lincoln	Aquatic Habitat Coordinator
Barron	Oneida	DNR Service Center
Bayfield	Polk	107 Sutliff Avenue
Burnett	Price	Rhineland, WI 54501
Douglas	Rusk	phone (715) 365-8926
Florence	Sawyer	
Forest	Taylor	
Iron	Vilas	
Langlade	Washburn	

**NORTHEAST REGION COUNTIES**

Brown	Marquette	Aquatic Habitat Coordinator
Calumet	Menominee	DNR Service Center
Door	Oconto	1125 N. Military, Box 10448
Fond du Lac	Outagamie	Green Bay, WI 54307-0448
Green Lake	Shawano	phone (920) 492-5817
Kewaunee	Waupaca	
Manitowoc	Waushara	
Marinette	Winnebago	

**WEST CENTRAL REGION COUNTIES**

Adams	Marathon	Aquatic Habitat Coordinator
Buffalo	Monroe	DNR Service Center
Chippewa	Pepin	1300 W. Clairemont, Box 4001
Clark	Pierce	Eau Claire, WI 54702-4001
Crawford	Portage	phone (715) 839-1600
Dunn	St Croix	
Eau Claire	Trempealeau	
Jackson	Vernon	
Juneau	Wood	
LaCrosse		

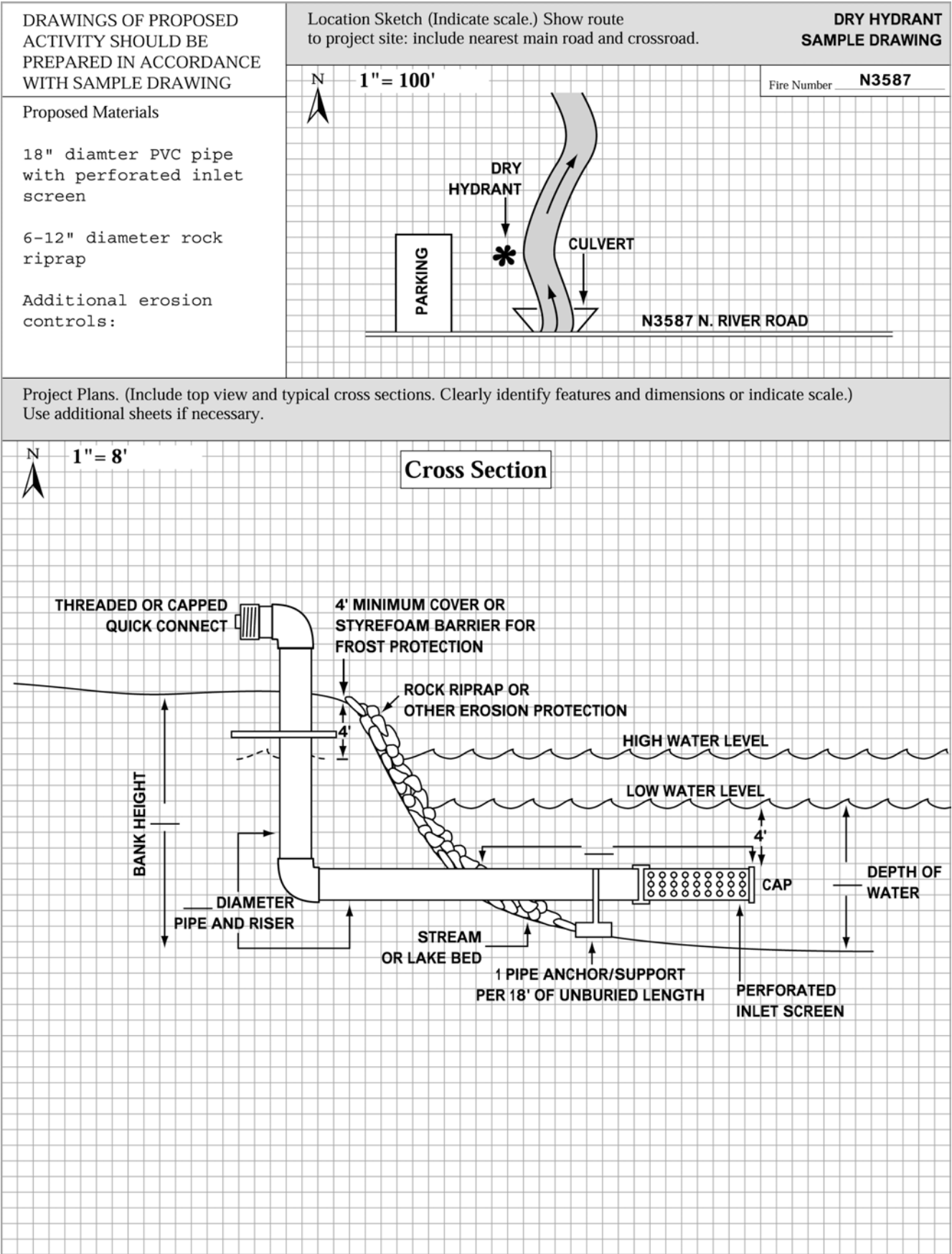
**SOUTH CENTRAL REGION COUNTIES**

Columbia	Iowa	Aquatic Habitat Coordinator
Crawford	Jefferson	DNR Service Center
Dane	Lafayette	3911 Fish Hatchery Road
Dodge	Richland	Fitchburg, WI 53711
Grant	Rock	phone (608) 275-3282
Green	Sauk	

**SOUTHEAST REGION COUNTIES**

Kenosha	Sheboygan	Aquatic Habitat Coordinator
Milwaukee	Walworth	DNR Service Center
Ozaukee	Washington	141 NW Barstow, Room 180
Racine	Waukesha	Waukesha, WI 53188
		phone (262) 574-2149

**Note:** This Sample Diagram may not include all information required in the instructions.



DRAWINGS OF PROPOSED  
ACTIVITY SHOULD BE  
PREPARED IN ACCORDANCE  
WITH SAMPLE DRAWING

Proposed Materials

Location Sketch (Indicate scale.) Show route  
to project site: include nearest main road and crossroad.



1" = \_\_\_\_\_ ft.

Fire Number \_\_\_\_\_

Project Plans. (Include top view and typical cross sections. Clearly identify features and dimensions or indicate scale.)  
Use additional sheets if necessary.



1" = \_\_\_\_\_ ft.

**Top View**

**Cross Section**